

FY 2014 Town of Forest Heights  
3rd Quarter Report  
July 1, 2013 to March 31, 2014

Account ID	Account Description	JUL 2013 - MARCH 2014	FY14 BUDGET	% of BUDGET
	<b>REVENUES</b>			
	<b>TAXES</b>			
6000	Income Taxes	\$ 115,933.63	\$ 170,000.00	68.20%
6001	Town Real Estate Taxes	\$ 915,714.85	\$ 937,974.00	97.63%
6003	Utility Taxes	\$ 38,049.04	\$ 25,600.00	148.63%
6005	Tangible Personal Property Taxes	\$ 16,741.92	\$ 11,700.00	143.09%
6007	Interest/Penalty-Town Real Estate Taxes	\$ 3,565.65	\$ 8,000.00	44.57%
6009	Town Services -Trash	\$ 139,896.00	\$ 145,860.00	95.91%
	Subtotals	\$ 1,229,901.09	\$ 1,299,134.00	94.67%
	<b>LICENSES &amp; PERMITS</b>			
6017	Rental Permits	\$ 1,050.00	\$ 4,125.00	25.45%
6027	Building Permits	\$ 650.00	\$ 500.00	130.00%
6076	Occupancy Permits	\$ 525.00	\$ 2,450.00	21.43%
	Subtotals	\$ 2,225.00	\$ 7,075.00	31.45%
	<b>FEDERAL, STATE AND COUNTY SHARED REVENUES</b>			
6008	GOCCP Grant-State Police Grant	\$ 24,993.75	\$ 33,325.00	75.00%
6023	Highway User Revenue	\$ 50,853.17	\$ 19,536.00	260.30%
6030	Parks & Planning Grant	\$ -	\$ 10,000.00	0.00%
6031	Bond Bill-Building Renovation /SB361/HB1397**	\$ -	\$ 44,950.00	0.00%
6033	Tree Releaf Grant	\$ -	\$ 20,000.00	0.00%
6079	319 Grant Dept of Environment	\$ -	\$ -	0.00%
6080	NFWF Rolph Drive	\$ -	\$ 148,529.00	0.00%
6084	PG County - Stormwater Maintenance	\$ -	\$ 300,000.00	0.00%
6091	PG County CDBG - Reading/Tutoring	\$ -	\$ 18,500.00	0.00%
6092	MD Renewable Energy Grant	\$ -	\$ 37,500.00	0.00%
6093	Low/Mod Residential MD Energy Grant	\$ -	\$ 35,000.00	0.00%
	Subtotals	\$ 75,846.92	\$ 667,340.00	11.37%

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	<b>SPECIAL TRASH PICKUP</b>							
6010	Disposal of Tires		\$ -		\$ 100.00		0.00%	
6022	Rebates Waste Disposal		\$ 5,997.00		\$ 7,996.00		75.00%	
6024	Town Services - Metal Pick-Up		\$ 105.00		\$ 500.00		21.00%	
	Subtotals		\$ 6,102.00		\$ 8,596.00		70.99%	
	<b>CABLE TV</b>							
6073	Comcast Franchise Fee		\$ 8,010.59		\$ 16,000.00		50.07%	
6074	Verizon Franchise Fe		\$ 13,321.54		\$ 28,000.00		47.58%	
6075	Verizon Peg Grant		\$ 8,472.49		\$ 17,000.00		49.84%	
6083	Comcast Peg Grant		\$ -		\$ 9,600.00		0.00%	
	Subtotals		\$ 29,804.62		\$ 70,600.00		42.22%	
	<b>FINES &amp; FORFEITURES</b>							
6015	Parking Fines/Vehicle Release/Accident Reports		\$ 6,240.00		\$ 18,800.00		33.19%	
6026	Grass Cutting		\$ -		\$ 1,000.00		0.00%	
6037	Speed Camera Fund		\$ 411,931.92		\$ 628,000.00		65.59%	
6094	Speed Camera Fund - Collections		\$ 90,109.55		\$ 100,000.00		90.11%	
6077	Civil Citations		\$ 1,925.00		\$ 3,500.00		55.00%	
	Subtotals		\$ 510,206.47		\$ 751,300.00		67.91%	
	<b>REVENUES FROM INTEREST INCOME</b>							
6018	Investment Interest Income		\$ 1,695.57		\$ 2,500.00		67.82%	
	Subtotals		\$ 1,695.57		\$ 2,500.00		67.82%	
	<b>RENTAL INCOME</b>							
6019	Municipal Building Rental		\$ 11,810.00		\$ 2,500.00		472.40%	
	Subtotals		\$ 11,810.00		\$ 2,500.00		472.40%	

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	<b>OTHER REVEUES</b>							
6021	Miscellaneous		\$ 6,464.73		\$ 300.00		2154.91%	
6038.1	Donations - Unrestricted		\$ 1,434.00		\$ 1,000.00		143.40%	
6039	Yard Sale		\$ 645.00		\$ 700.00		92.14%	
6040	Newsletter Advertising		\$ 420.00		\$ 800.00		52.50%	
6070	Solar Energy		\$ 652.50		\$ 1,000.00		65.25%	
	Subtotals		\$ 9,616.23		\$ 3,800.00		253.06%	
	<b>SALE OF LAND &amp; EQUIPMENT</b>							
6028	Sale of Fixed Assets		\$ 400.00		\$ 1,000.00		40.00%	
	Subtotals		\$ 400.00		\$ 1,000.00		40.00%	
	<b>TRANSFERS</b>							
6085	Unrestricted Net Assets		\$ -		\$ 150,000.00		0.00%	
6099	Unrestricted Assigned Assets - Rainy Day Fund		\$ 75,000.00		\$ 75,000.00		100.00%	
	Subtotal		\$ 75,000.00		\$ 225,000.00		33.33%	
	<b>Total Revenues</b>		<b>\$ 1,952,607.90</b>		<b>\$ 3,038,845.00</b>		<b>64.25%</b>	

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	<b>EXPENSES</b>							
	<b><u>ELECTED OFFICIALS</u></b>							
	<b>TOWN COUNCIL</b>							
7000	Salary - Council	\$	11,249.82		\$ 15,000.00		75.00%	
7001	Service Expense - Council	\$	2,148.59		\$ 4,200.00		51.16%	
7002	Dues/Meetings/Convention - Council	\$	4,279.87		\$ 10,350.00		41.35%	
7228	FICA - Council	\$	860.64		\$ 1,200.00		71.72%	
7229	Workers Comp - Council	\$	1,350.00		\$ 1,650.00		81.82%	
	Subtotal	\$	19,888.92		\$ 32,400.00		61.39%	
	<b>MAYOR</b>							
7004	Salary - Mayor	\$	3,749.94		\$ 5,000.00		75.00%	
7006	Service Expense - Mayor	\$	3,001.37		\$ 4,700.00		63.86%	
7007	Dues/Meetings/Convention-Mayor	\$	5,780.02		\$ 8,000.00		72.25%	
7005	Employee Appreciation - Mayor	\$	1,763.83		\$ 2,500.00		70.55%	
7197	Event/Meeting Hospitality	\$	1,718.59		\$ 2,500.00		68.74%	
7230	FICA - Mayor	\$	478.12		\$ 583.00		82.01%	
7231	Workers Comp - Mayor	\$	225.00		\$ 300.00		75.00%	
7008	Election Expenses	\$	1,247.10		\$ 3,000.00		41.57%	
	Subtotal	\$	17,963.97		\$ 26,583.00		67.58%	
	<b>Total Elected Officials</b>	\$	<b>37,852.89</b>		<b>\$ 58,983.00</b>		<b>64.18%</b>	
	<b><u>TOWN ADMINISTRATION</u></b>							
	<b>TOWN CLERK</b>							
7009	Salary - Town Clerk	\$	31,138.45		\$ 46,032.00		67.65%	
7011	Training - Town Clerk	\$	1,019.00		\$ 2,000.00		50.95%	
7012	Town Clerk Service Expenses	\$	255.74		\$ 500.00		51.15%	
7014	Town Clerk Dues/Meeting/Convention	\$	160.00		\$ 2,000.00		8.00%	
7003	Codification	\$	2,010.84		\$ 2,500.00		80.43%	
	Subtotal	\$	34,584.03		\$ 53,032.00		65.21%	

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	<b>TOWN ADMINISTRATOR</b>							
7013	Salary-Town Administrator	\$	51,230.76	\$	72,000.00		71.15%	
7225	Town Administrator Service Expenses	\$	211.95	\$	800.00		26.49%	
7226	Town Administrator Dues/Meetings/Convention	\$	2,122.02	\$	3,000.00		70.73%	
	Subtotal	\$	53,564.73	\$	75,800.00		70.67%	
	<b>FINANCE</b>							
7016	Salary - Treasurer	\$	42,692.27	\$	60,000.00		71.15%	
7018	Treasurer Service Expense	\$	36.55	\$	500.00		7.31%	
7019	Insurance-Fidelity (Treasurer)	\$	187.67	\$	188.00		99.82%	
7020	Training - Treasurer	\$	562.46	\$	2,500.00		22.50%	
7021	Treasurer Dues/Meetings/Conventions	\$	184.00	\$	3,000.00		6.13%	
7022	Data Auto System/ Upkeep-Treasurer	\$	110.72	\$	1,300.00		8.52%	
7023	Auditing - Treasurer	\$	13,000.00	\$	13,000.00		100.00%	
	Subtotal	\$	56,773.67	\$	80,488.00		70.54%	
	<b>ADMINISTRATIVE</b>							
7015	Salary - Office Assistant	\$	25,148.99	\$	34,814.00		72.24%	
7239	Overtime - Office Assistance	\$	715.60	\$	3,000.00		23.85%	
7127	FICA	\$	14,957.35	\$	24,310.00		61.53%	
7128	Health Insurance	\$	13,883.09	\$	19,200.00		72.31%	
7129	Retirement Fund	\$	9,350.41	\$	13,000.00		71.93%	
7130	Workmen's Compensation Insurance	\$	2,315.46	\$	2,849.00		81.27%	
7131	Life/Disability Insurance	\$	1,965.69	\$	3,600.00		54.60%	
7024	Notary Expenses	\$	-	\$	100.00		0.00%	
7132	Vehicle Repair	\$	-	\$	1,400.00		0.00%	
7133	Fuel	\$	816.17	\$	1,000.00		81.62%	
7224	Training - Administration	\$	195.00	\$	600.00		32.50%	
	Subtotal	\$	69,347.76	\$	103,873.00		66.76%	
	<b>Total Administration</b>	\$	214,270.19	\$	313,193.00		68.41%	

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	<b>GENERAL - NON DEPARTMENTAL</b>							
7025	Legal Services		\$ 66,856.11		\$ 113,000.00		59.16%	
7227	Newsletter Expense		\$ 1,866.75		\$ 3,000.00		62.23%	
7029	General Liability Insurance (LGIT)		\$ 20,714.33		\$ 28,000.00		73.98%	
7032	Unemployment Compensation		\$ 2,792.00		\$ 12,000.00		23.27%	
7034	Contract - Temp Employees		\$ 1,800.00		\$ 10,000.00		18.00%	
7232	Salary - Communications Specialist		\$ 15,519.00		\$ 23,400.00		66.32%	
7233	Salary - Instructor/Webmaster		\$ 11,207.70		\$ 19,500.00		57.48%	
7035	Publications & Subscriptions		\$ 353.27		\$ 600.00		58.88%	
7036	Legal Notices		\$ 973.00		\$ 2,000.00		48.65%	
7038	Copier - Administration		\$ 3,774.07		\$ 6,000.00		62.90%	
7039	Postage - Administration		\$ 626.53		\$ 1,000.00		62.65%	
7040	Internet Acc & Web Page Service		\$ 4,869.41		\$ 7,000.00		69.56%	
7041	Office Supplies		\$ 5,375.49		\$ 7,500.00		71.67%	
7042	Service Contracts		\$ 1,472.97		\$ 2,500.00		58.92%	
7044	Utilities -Municipal Building		\$ 4,633.79		\$ 6,500.00		71.29%	
7045	Telephone-Municipal Building		\$ 2,764.08		\$ 3,800.00		72.74%	
7046	Community Room/Upgrade & Maint		\$ 3,265.76		\$ 5,000.00		65.32%	
7047	ADP - Payroll Service Charge		\$ 3,761.33		\$ 6,000.00		62.69%	
7048	Association Dues		\$ 3,065.96		\$ 5,000.00		61.32%	
7050	Bank Service Charges		\$ 368.05		\$ 700.00		52.58%	
7193	Cellular Phones		\$ 3,289.47		\$ 4,300.00		76.50%	
7198	Office Equipment		\$ 1,499.01		\$ 3,000.00		49.97%	
7350	Salary - Healthy Heights Program Manager		\$ 13,890.00		\$ 19,500.00		71.23%	
7351	Salary - Sustainability Planner		\$ 20,624.75		\$ 32,500.00		63.46%	
7352	Healthy Heights Expense		\$ 1,357.27		\$ 2,000.00		67.86%	
7353	I-Net Dues		\$ -		\$ 130.00		0.00%	
	<b>Total Non Departmental</b>		<b>\$ 196,720.10</b>		<b>\$ 323,930.00</b>		<b>60.73%</b>	

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	<b>PUBLIC SAFETY</b>							
7054	Salary - Police Chief	\$	39,939.18	\$	56,101.00		71.19%	
7055	Salary - Police Clerk	\$	24,543.40	\$	35,177.00		69.77%	
7200	Salary - Deputy Chief	\$	18,865.56	\$	30,000.00		62.89%	
7057	Salary - 1st Sargent	\$	26,442.33	\$	44,500.00		59.42%	
7059	Salary - Private First Class 1	\$	17,606.31	\$	29,640.00		59.40%	
7060	Salary - Private First Class 2	\$	19,251.69	\$	40,310.00		47.76%	
7061	Salary - Private 1	\$	16,855.31	\$	38,500.00		43.78%	
7062	Salary - Private 2	\$	28,485.19	\$	37,190.00		76.59%	
7172	Reserve Officer	\$	-	\$	-		0.00%	
7065	Police Overtime	\$	11,589.77	\$	15,000.00		77.27%	
7056	Salary - Code Enforcement Officer	\$	25,444.16	\$	35,360.00		71.96%	
7165	Code Enforcement Officer Overtime	\$	-	\$	500.00		0.00%	
7240	Code Enforcement Training	\$	-	\$	500.00		0.00%	
7167	Workers Compensation	\$	54,674.60	\$	68,558.00		79.75%	
7168	Health Insurance	\$	18,330.29	\$	30,600.00		59.90%	
7169	Life/Disability Insurance	\$	2,711.72	\$	4,200.00		64.56%	
7170	Retirement	\$	11,835.05	\$	22,000.00		53.80%	
7171	FICA	\$	16,559.75	\$	29,000.00		57.10%	
7066	New Uniform Issue-Police	\$	887.84	\$	4,000.00		22.20%	
7068	Gasoline Expenses-Police	\$	18,639.97	\$	23,000.00		81.04%	
7069	Vehicle/ Equipment Repair	\$	12,291.11	\$	16,791.00		73.20%	
7070	Office Supplies	\$	3,049.12	\$	4,000.00		76.23%	
7073	Communication Equipment (cell phones)	\$	1,572.39	\$	2,800.00		56.16%	
7074	Law Enforcement Equipment	\$	61.48	\$	2,000.00		3.07%	
7075	MPTC Training Courses	\$	125.00	\$	500.00		25.00%	
7076	Supplies & Miscellaneous Expenses	\$	1,564.29	\$	3,000.00		52.14%	
7077	Mobile Data Computers	\$	6,143.88	\$	7,000.00		87.77%	
7175	Surveillance Camera	\$	57,093.74	\$	58,000.00		98.44%	
7082	Utilities - Police	\$	14.40	\$	180.00		8.00%	
7083	Training/Meetings/Conventions	\$	629.10	\$	1,800.00		34.95%	
7084	Telephone - Police	\$	2,361.30	\$	3,300.00		71.55%	
7176	Police MOU /Attorney Fee	\$	4,769.00	\$	6,000.00		79.48%	
7203	Communication Equipment	\$	-	\$	500.00		0.00%	
7204	Service Weapons (Firearms & Ammunition)	\$	3,761.80	\$	4,000.00		94.05%	
7205	Recruitment Expenses	\$	3,550.00	\$	4,000.00		88.75%	
7206	Substance and Physical Testing	\$	468.00	\$	500.00		93.60%	
7207	Neighborhood Watch Program	\$	702.37	\$	1,000.00		70.24%	
7241	Community Policing	\$	-	\$	-		0.00%	
	<b>Total Public Safety</b>	\$	<b>450,819.10</b>	\$	<b>659,507.00</b>		<b>68.36%</b>	

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	<b>PUBLIC WORKS DEPARTMENT</b>							
	<b>ADMINISTRATION</b>							
7107	Salary - Part-Time Seasonal	\$	14,868.31	\$	24,000.00		61.95%	
7085	Salary - Crewman II	\$	16,531.19	\$	21,840.00		75.69%	
7086	Salary - Crewman I	\$	12,168.83	\$	24,856.00		48.96%	
7087	Salary - PW Lead	\$	13,493.75	\$	28,000.00		48.19%	
7088	Salary - Crewman III	\$	10,285.28	\$	17,760.00		57.91%	
7235	Salary - PW Supervisor	\$	34,211.47	\$	48,000.00		71.27%	
7090	Overtime	\$	1,713.54	\$	5,500.00		31.16%	
7098	Uniform Replacement	\$	82.67	\$	3,600.00		2.30%	
7101	Telephone	\$	2,562.77	\$	4,000.00		64.07%	
7102	Health Insurance	\$	7,556.28	\$	14,400.00		52.47%	
7103	FICA	\$	7,928.18	\$	12,500.00		63.43%	
7104	Retirement	\$	5,118.73	\$	7,800.00		65.62%	
7105	Workers Comp	\$	14,673.94	\$	18,280.00		80.27%	
7106	Life/Disability Insurance	\$	1,349.55	\$	1,900.00		71.03%	
7260	Substance Testing	\$	-	\$	500.00		0.00%	
7242	PW Training	\$	612.50	\$	4,500.00		13.61%	
	Subtotal	\$	143,156.99	\$	237,436.00		60.29%	
	<b>BUILDING MAINTENANCE</b>							
7093	Supplies/Misc.	\$	2,031.21	\$	6,000.00		33.85%	
7096	Janitorial Supplies	\$	2,168.51	\$	4,200.00		51.63%	
7097	Sm Equipment/PW Bldg Maint-Replacement	\$	2,976.16	\$	8,500.00		35.01%	
7095	Exterminating	\$	674.16	\$	1,140.00		59.14%	
	Subtotal	\$	7,850.04	\$	19,840.00		39.57%	
	<b>FLEET MAINTENANCE</b>							
7092	Vehicle Maintenance	\$	2,502.48	\$	3,500.00		71.50%	
7094	Fuel	\$	4,546.68	\$	7,000.00		64.95%	
7100	New Truck Purchase	\$	-	\$	26,000.00		0.00%	
7320	Large Equipment	\$	48,648.05	\$	49,000.00		0.00%	
	Subtotal	\$	55,697.21	\$	85,500.00		65.14%	
	<b>PARK MAINTENANCE</b>							
7089	Park Maintenance/Supplies	\$	1,074.31	\$	22,000.00		4.88%	
	Subtotal	\$	1,074.31	\$	22,000.00		4.88%	



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	<b>STREET MAINTENANCE</b>							
7099	Street Signs and Street Painting		\$ 3,914.75		\$ 4,000.00		97.87%	
7243	Street Maintenance		\$ 923.05		\$ 10,000.00		9.23%	
8008	Snow/Tree Removal		\$ 13,434.22		\$ 20,000.00		67.17%	
	Subtotal		\$ 18,272.02		\$ 34,000.00		53.74%	
	<b>Total Public Works Department</b>		<b>\$ 226,050.57</b>		<b>\$ 398,776.00</b>		56.69%	
9055	<b>SPEED CAMERA</b>							
7300	Direct Cost Administration (OptoTraffic/Admin FH)		\$ 202,913.88		\$ 279,986.00		72.47%	
7216	Direct Cost Attorney Fees		\$ 8,363.50		\$ 11,000.00		76.03%	
7244	Audit		\$ 895.00		\$ 3,000.00		29.83%	
	<b>Total Direct Speed Camera Cost</b>		<b>\$ 212,172.38</b>		<b>\$ 293,986.00</b>		72.17%	
7311	<b>STATE REVENUE after 10% of budget</b>		<b>\$ -</b>		<b>\$ -</b>		0.00%	
	<b>ALLOWABLE EXPENSES</b>							
7310	Travel and Meeting		\$ -		\$ 500.00		0.00%	
7309	Public Safety Programs		\$ 1,420.00		\$ 1,500.00		94.67%	
7307	Printing and Copying		\$ -		\$ 500.00		0.00%	
7308	Office Supplies/Equipment		\$ -		\$ 500.00		0.00%	
7208	IT/Software		\$ -		\$ -		0.00%	
	<b>Total</b>		<b>\$ 1,420.00</b>		<b>\$ 3,000.00</b>		47.33%	
	<b>STREET HWY ADMINISTRATION</b>							
8000	Street Repair Project		\$ -		\$ -		0.00%	
	<b>Total</b>		<b>\$ -</b>		<b>\$ -</b>		0.00%	

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	<b>TRASH SERVICES</b>							
8001	Goode Trash Contract		\$ 109,399.50		\$ 145,860.00		75.00%	
8002	Refuse Disposal Fees		\$ 2,400.48		\$ 4,500.00		53.34%	
8102	Goode Trash Contract Muncipal Bldg Dumpster		\$ 1,375.00		\$ 2,125.00		64.71%	
	<b>Total Contracted Trash Expenses</b>		<b>\$ 113,174.98</b>		<b>\$ 152,485.00</b>		74.22%	
	<b>CAPITAL IMPROVEMENTS</b>							
8012	Sustainable Design Service - Consulting Engineer		\$ 126,674.08		\$ 174,000.00		72.80%	
8018	North Huron Street Reconstruction		\$ 17,471.07		\$ 30,000.00		58.24%	
8016	Stormdrain Repair/Reconstruction		\$ 5,656.00		\$ 34,300.00		16.49%	
8020	Annexation Study/Survey		\$ -		\$ 31,185.00		0.00%	
8034	Rolph Drive Project		\$ 3,578.22		\$ 50,000.00		7.16%	
8036	319 Debt Repayment		\$ -		\$ -		0.00%	
	<b>Total</b>		<b>\$ 153,379.37</b>		<b>\$ 319,485.00</b>		48.01%	
	<b>MUNICIPAL BLDG EXPENSE</b>							
7194	Network System - IT System/Phones		\$ 5,190.00		\$ 19,500.00		26.62%	
7195	Computer Room		\$ 1,106.64		\$ 1,500.00		73.78%	
7196	Furniture		\$ -		\$ 5,000.00		0.00%	
7223	General Building Repair & Maintenance		\$ 25,614.37		\$ 30,000.00		85.38%	
8038	Modoc Building		\$ 14,299.49		\$ 34,335.00		41.65%	
	<b>Total</b>		<b>\$ 46,210.50</b>		<b>\$ 90,335.00</b>		51.15%	
9035	<b>STREET LIGHTING</b>							
8006	Street Lighting Expenses		\$ 30,036.19		\$ 44,000.00		68.26%	
	<b>Total</b>		<b>\$ 30,036.19</b>		<b>\$ 44,000.00</b>		68.26%	
	<b>Special Program Expense</b>							
8009	Tree Releaf Grant		\$ -		\$ 10,000.00		0.00%	
8010	Parks and Planning		\$ 9,921.51		\$ 10,000.00		99.22%	
8028	Plus 60 Senior Program		\$ 4,791.00		\$ 5,000.00		95.82%	
8030	Youth Programs		\$ 2,718.66		\$ 5,000.00		54.37%	
8031	Sustainable Forest Heights Planning		\$ 134.14		\$ 5,000.00		2.68%	
8032	Economic Development Business		\$ 285.00		\$ 1,500.00		19.00%	
8033	Forest Heights Sustainability CDC		\$ 33,664.64		\$ 33,665.00		100.00%	
8035	Grants - Oxon Hill /Glass Manor Volunteer Fire Depts		\$ -		\$ 1,000.00		0.00%	
	<b>Total</b>		<b>\$ 51,514.95</b>		<b>\$ 71,165.00</b>		72.39%	

[illegible]